

**APPLICATION FOR PASSPORT BY MAIL**

TYPE OR PRINT IN BLUE OR BLACK INK IN WHITE AREAS ONLY USE BLOCK LETTERS/NUMBERS

NAME	FIRST	MIDDLE
LAST		
MAIL PASSPORT TO		
STREET / RFD # OR P.O. BOX		APT. #
CITY	STATE	ZIP CODE
IN CARE OF (IF APPLICABLE)		

Issue Date	
(R) (D) (O) (DP)	
End. #	Exp.

SEX	PLACE OF BIRTH	DATE OF BIRTH			SOCIAL SECURITY NUMBER			
<input type="checkbox"/> Male <input type="checkbox"/> Female	City & State or City & Country	Month	Day	Year				
HEIGHT	HAIR COLOR	EYE COLOR	HOME TELEPHONE		BUSINESS TELEPHONE			
Feet Inches								

NOTE: Most recent passport MUST be enclosed!

PASSPORT NUMBER	ISSUE DATE	PLACE OF ISSUANCE	OCCUPATION (Not Mandatory)
	Month Day Year		
DEPARTURE DATE	16. TRAVEL PLANS (Not Mandatory)		LENGTH OF STAY (Not Mandatory)
	COUNTRIES TO BE VISITED		

PERMANENT ADDRESS (Do not list P.O. Box)			
STREET / R.F.D. #	CITY	STATE	ZIP CODE

2" x 2" SUBMIT TWO RECENT IDENTICAL PHOTOS WITH LIGHT, PLAIN BACKGROUND	EMERGENCY CONTACT. If you wish, you may supply the name, address and telephone number of a person not traveling with you to be contacted in case of emergency.	
	NAME	
	STREET	
	CITY	STATE ZIP CODE
	TELEPHONE	RELATIONSHIP
OATH AND SIGNATURE (If any of the below-mentioned acts or conditions have been performed by or apply to the applicant, the portion which applies should be lined out, and supplementary explanatory statement should be attached, signed, and made part of this application.) I have not, since acquiring United States citizenship, been naturalized as a citizen of a foreign state; taken an oath, or made an affirmation or other formal declaration of allegiance to a foreign state; entered or served in the armed forces of a foreign state; accepted or performed the duties of any office, post, or employment under the Government of a foreign state or political subdivision thereof; made a formal renunciation of nationality either in the United States or before a diplomatic or consular officer of the		

States in a foreign state, or been convicted by a court or court martial of competent jurisdiction of committing any act of treason against, or attempting by force to overthrow, or bearing arms against the United States, or conspiring to overthrow, put down or destroy by force the Government of the United States.

WARNING: False statements made knowingly and willfully in passport applications or affidavits or other supporting documents are punishable by fine and/or imprisonment under provisions of 18 USC 1001 and/or 18 USC 1542. The alteration or mutilation of a passport issued pursuant to this application is punishable by fine and/or imprisonment under 18 USC 1543. The use of a passport in violation of the restrictions therein is punishable by fine and/or imprisonment under 18 USC 1544.

DECLARATION: I declare that the statements made in this application are true and complete to the best of my knowledge and belief, that the

NOTE: APPLICANT MUST SIGN & DATE

SIGNATURE	DATE
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DO NOT WRITE BELOW THIS SPACE - FOR PASSPORT SERVICES USE ONLY - DO NOT WRITE BELOW THIS SPACE

Application Approval	Evidence of Name Change <input type="checkbox"/> Marriage Cert. <input type="checkbox"/> Court Order Date _____ Place _____ From _____ To _____	Fees
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WHAT DO I NEED TO SEND WITH THE APPLICATION FORM?

1. Your most recent passport.
2. A marriage certificate or court order if your name has changed.
3. Passport fee of \$40.
4. Two recent (taken within the last 6 months) identical photographs with a light, plain background.

For detailed information on the items to be included, see below.

1. YOUR MOST RECENT PASSPORT. Issued at age 16 or older in your current name (or see item #2 below) and issued within the past 12 years. If your passport is mutilated or damaged, you must apply on the DSP-11 Application form as specified below.

2. A MARRIAGE CERTIFICATE OR COURT ORDER. If the name you are currently using differs from the name on your most recent passport, you must submit a marriage certificate or court order showing the change of name. The name change document **MUST** bear the official seal of the issuing authority. Uncertified copies or unnotarized documents cannot be accepted. All documents will be returned to you with your passport. If you are unable to document your name change in this manner, you must apply on the DSP-11 Application form by making a personal appearance at (1) a passport agency; (2) any Federal or State court of record or any probate court accepting passport applications; or (3) a post office which has been selected to accept passport applications.

3. THE PASSPORT FEE OF \$40. Enclose the \$40 passport fee in the form of a personal check or money order. **DO NOT SEND CASH.** Passport Services cannot be responsible for cash sent through the mail. If you desire special postage other than first class (registered, special delivery, etc.) include the appropriate fee on the check. **THE FULL NAME AND DATE OF BIRTH OF THE APPLICANT MUST BE TYPED OR PRINTED ON THE FRONT OF THE CHECK. MAKE CHECKS PAYABLE TO PASSPORT SERVICES.** Expedited service is available only in the United States. Expedite requests will be processed in 3 workdays from receipt at a Passport Agency. This service is available only for early departure, generally with proof of travel. The additional fee is \$35.

4. TWO RECENT IDENTICAL PHOTOGRAPHS. The photographs must have been taken within the past six months and be a good likeness of you. The photographs must be clear with a full front view of your face and taken on a light (white or off-white) background. Photographs may be in color or black and white and the image size must correspond to the dimensions on the diagram on the front of this form. Photographs must be taken in normal street attire, showing you without headcovering unless a signed statement is submitted indicating that the headcovering is worn daily for religious or medical reasons. Dark glasses may not be worn in passport photographs unless a doctor's statement is submitted supporting the wearing of dark glasses for medical reasons.

MAIL THIS FORM TO:

National Passport Center
P.O. Box 371971
Pittsburgh, Pa. 15250-7971

DELIVERY - Other Than U.S. Postal Service

Passport Services Lockbox
Attn: Passport Supervisor, 371971
3 Mellon Bank Center, Rm. 153-2723
Pittsburgh, Pa. 15259-0001

FOR INQUIRIES CONTACT:

National Passport Information Center
1-900-225-5674
FOR TDD: 1-900-225-7778
FOR CREDIT CARD USERS: 1-888-362-8668
FOR TDD: 1-888-498-3648
(A fee is charged for this service.)

NOTICE TO APPLICANTS RESIDING ABROAD

United States citizens residing abroad CANNOT submit this form to the Passport Facility listed above. Such applicants should contact the nearest United States Embassy or Consulate for procedures to be followed when applying overseas.

NOTICE TO APPLICANTS FOR OFFICIAL, DIPLOMATIC, OR NO-FEE PASSPORTS

You may use this application if you meet all of the provisions listed above. Submit your U.S. Government or military authorization for a no-fee passport with your application in lieu of the passport fee. CONSULT YOUR SPONSORING AGENCY FOR INSTRUCTIONS ON PROPER ROUTING PROCEDURES BEFORE FORWARDING THIS APPLICATION. Your completed passport will be released to your sponsoring agency for forwarding to you.

FEDERAL TAX LAW

26 U.S.C. 6039E (Internal Revenue Code) requires a passport applicant to provide his/her name and social security number. If you have not been issued a social security number, enter zeros in box. The U.S. Department of State must provide this information to the Internal Revenue Service routinely. Any applicant who fails to provide the required information is subject to a \$500 penalty enforced by the IRS. All questions on this matter should be referred to the nearest IRS office.

PRIVACY ACT STATEMENT

AUTHORITIES: The information solicited on this form is requested pursuant to provisions in Titles 8, 18, and 22 of the United States Code, whether or not codified, including specifically 22 U.S.C. 211a, 212, 213, and all regulations issued pursuant to Executive Order 11295 (August 5, 1966), including 22 CFR Part 51. Also, as noted, 26 U.S.C. 6039E.

PURPOSE: The primary purpose for soliciting the information is to establish citizenship, identity and entitlement to issuance of a U.S. passport. The information may also be used in connection with issuing other travel documents or evidence of citizenship, and in furtherance of the Secretary's responsibility for the protection of U.S. nationals abroad. Social Security information is collected for the IRS (see above).

ROUTINE USES: The information is made available as a routine use on a need-to-know basis to personnel of the U.S. Department of State. The principal users of this information are offices within the Bureau of Consular Affairs. Information may also be provided to other government agencies having statutory or other lawful authority to gain access to such information in the performance of their official duties, pursuant to a court order, and as set forth in Part 171, Title 22 CFR. The submission of this form is mandatory in order to obtain a U.S. passport. Individuals who fail to submit this form or who do not provide all the requested information, except that which is marked "Not Mandatory", may be denied a passport, related document, or service.

*Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time required for searching existing data sources, gathering the necessary data, providing the information required, and reviewing the final collection. Send comments on the accuracy of this estimate of the burden and recommendations for reducing it to: U.S. Department of State (A/RPS/DIR) Washington, D.C. 20520-1849 and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Paperwork Reduction Project (1405-0004), Washington, D.C. 20503.